

# POST GRADUATE PROGRAMMES



35 Glorious Years  
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INTERNATIONAL  
COUNCIL FOR OPEN AND  
DISTANCE EDUCATION  
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Approved by All India Council for Technical Education, New Delhi  
(A Statutory Body under Ministry of HRD, Government of India)



## Post Graduate Certificate in Management (PGCM)

Duration : 12 months | Semesters: 2 | Eligibility: Any Graduate

### **Post Graduate Certificate in Modern Office Management**

The course acquaints the students with the office systems and procedures followed in different organizations. It equips the employees to become future Managers with secretarial and office skills to function in various departments.

### **Post Graduate Certificate in Retail Management**

The Post Graduate Certificate in Retail Management equips to handle the requirements of the new era of online shopping, electronic payments and delivery of goods and services.

# Post Graduate Diploma in Management (PGDM)

Duration : 18 months | Semesters: 3 | Eligibility: Any Graduate

## **Information Technology (PGDM IT)**

The PGDM IT programme is designed to enhance the ability of learners to envision the future technology needs and equip themselves with the relevant skills required in the ever-evolving field of technology.

## **Infrastructure Management (PGDM IM)**

The PGDM IM programme equips learners to follow a top-down strategy to examine, evaluate, recommend and assimilate best management practices in infrastructure management.

## **Marketing Management (PGDM MM)**

The PGDM MM programme exposes learners to digital marketing, marketing strategy and design, brand and product management, marketing services, franchising etc.

## **Financial Services (PGDM FS)**

The PGDM FS programme introduces learners to financial services as a branch of finance that emphasizes effective management of finances to reduce operational costs and maximize profits.

## **Retail Management (PGDM RM)**

The PGDM RM programme emphasizes skill development in strategic marketing, supply chain, product and brand, merchandising, and personnel management that are unique to retail industry.

## **Human Resource Management (PGDM HRM)**

The PGDM HRM programme highlights the role of the HR as a strategic partner in managing today's key functions such as recruitment, development, retention, compensation and labour relations.

## **Material Management (PGDM MTM)**

The PGDM MTM programme prepares learners for competent management of materials, which in turn ensures decreased overall expenses and seamless supply of inputs.

## **Logistics and Supply Chain Management (PGDM LSCM)**

The PGDM LSCM programme helps learners to develop skills to optimize organization profitability through effective management of the supply chain by analyzing and enhancing the process.

## **Telecom Management (PGDM TM)**

The PGDM TM programme has been conceptualized with an objective to keep the learners abreast with the emerging technologies and pioneering telecom systems in the thriving industry.

## **Operations Management (PGDM OM)**

The PGDM OM programme aims at training and developing change agents having adequate competencies and mindsets for creating a rich culture of operational dexterity at the workplace.

## **Finance Management (PGDM FM)**

The PGDM FM programme enables learners to plan, organize, direct and control financial activities for businesses and gain an in-depth knowledge of global standards of accounting.

## **Insurance and Risk Management (PGDM IRM)**

The PGDM IRM aims to create professionals who will carve a rewarding and promising career in the insurance or financial industry. It explains the interconnection of functions between insurance, risk management and financial services.

**Energy Management (PGDM EM)**

The PGDM EM explains the different aspects of energy management and the efficient utilization of forms of energy, renewable energy and conservation. The course gives a good exposure to the economic aspects of energy based power generation on a global scale.

**Project Management (PGDM PM)**

The PGDM PM is underpinned by the standards and processes set out in the project management institute and the PRINCE2 methodology. The content encompasses construction, engineering, information technology and business projects.

## Post Graduate Diploma in Business Administration (PGDBA)

Duration : 24 months | Semesters: 4 | Eligibility: Any Graduate

The Two-Year PG Diploma in Business Administration is equivalent to an online MBA course and is particularly industry relevant. It helps learners gain the required proficiency, skills and qualification to get into a well-paid job and kick start a rewarding career in their preferred field of choice.

**Marketing Management (PGDBA MM)**

The avant-garde PGDBA MM programme covers the multifarious aspects of marketing such as international marketing, advertisement and sales, product and brand management, etc.

**Finance Management (PGDBA FM)**

The PGDBA FM programme involves theories, practical concepts and case studies that empower learners with enhanced knowledge, understanding, and horizons of organizational finance.

**Human Resource Management (PGDBA HRM)**

The PGDBA HRM programme prepares the learners for human resource management at both macro and micro level and equips them with contemporary knowledge and practices in the domain.

**Operations Management (PGDBA OM)**

The PGDBA OM programme empowers learners to design lean

processes and optimize them to maximize productivity and profitability, helping them become skillful operations professionals.

**Material Management (PGDBA MTM)**

The PGDBA MTM programme gets learners accustomed to workable terminologies of materials management- stock and inventory control, store management, enterprise resource planning etc.

**Information Technology (PGDBA IT)**

The PGDBA IT programme equips learners with requisite IT knowledge and practical skills such as database design, legal frameworks in IT, IT finance management etc. for diverse businesses.

**Supply Chain Management (PGDBA SCM)**

The PGDBA SCM programme vests the learners with powers, which help them in streamlining business processes and efficiently monitoring workflow through futuristic supply chain practices.



## VISION

To create holistic technology-enabled learning architecture to help working professionals bridge the ever-evolving skills gap.



## MISSION

We offer technology-enabled learning for working professionals to equip them to meet the changing industrial needs and help create and enhance employment.

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## Reasons to Collaborate with MITSDE

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- MITSDE has earned recognition from All India Council for Technical Education (AICTE), New Delhi, India and International Council for Distance Education, the renowned global membership organization for online, open and flexible education.
- Through anytime, anywhere access, MITSDE makes education portable, accessible and flexible.
- MITSDE offers Post Graduate Diploma in management programmes (PGDM) that are relevant and significant for working professionals.
- MITSDE is an autonomous body, so is empowered to design its own curriculum and to upgrade it every year.
- The delivery of the course programme is worked around the learners' need, combining understanding of distance education with the latest technology.
- The support that MITSDE offers is extensive. MITSDE encouragement and guidance is insistently available from day one.
- Learners and graduates from MITSDE are testimonies of world-class education, and are classically encouraged by employers to take up progressive courses.
- MITSDE is subject to the same quality assurance procedures as all other universities, and uses external assessors and examiners to ensure quality standards. MITSDE is unswervingly rated 'excellent' in teaching assessments.

### MIT School of Distance Education

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# MIT Pune

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